

Charter  
Air University Board of Visitors

1. Committee's Official Designation: The Committee shall be known as the Air University Board of Visitors ("the Board").
2. Authority: The Secretary of Defense, in accordance with the provisions of the Federal Advisory Committee Act (FACA) of 1972 (5 U.S.C., Appendix, as amended) and 41 C.F.R. § 102-3.50(d), established the Board.
3. Objectives and Scope of Activities: The Board shall provide the Secretary of Defense, through the Secretary of the Air Force, with independent advice and recommendations on educational, doctrinal, and research policies and activities of the Air University ("the University"), as set out in paragraph four below.
4. Description of Duties: The Board shall:
  - a. Review and evaluate progress of the educational programs and the support activities of the University;
  - b. Review and evaluate the published statement of purpose, institutional policies, and financial resources of the University; and
  - c. Review and evaluate the educational effectiveness, quality of student learning, administrative and educational support services, and teaching, research, and public service of the University.
5. Agency or Official to Whom the Committee Reports: The Board shall report to the Secretary of the Air Force, through the Commander and President of the University. The Secretary of the Air Force may act upon the Board's advice and recommendations.
6. Support: The Department of Defense (DoD), through the Department of the Air Force, shall provide support as deemed necessary for the Board's performance, and shall ensure compliance with the requirements of the FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b, as amended) ("the Sunshine Act"), governing Federal statutes and regulations, and governing DoD policies and procedures.
7. Estimated Annual Operating Costs and Staff Years: The estimated annual operating cost, to include travel, meetings, and contract support, is approximately \$129,740. The estimated annual DoD personnel costs are 1.0 full-time equivalents.
8. Designated Federal Officer: The Board's Designated Federal Officer (DFO), pursuant to DoD policy, shall be a full-time or permanent part-time DoD employee, and shall be appointed in accordance with established DoD policies and procedures.

The Board's DFO is required to be in attendance at all meetings of the Board and any subcommittees for the entire duration of each and every meeting; however, in the absence of the DFO, a properly approved Alternate DFO shall attend the entire duration of all of the meetings of the Board and its subcommittees.

Charter  
Air University Board of Visitors

The DFO or the Alternate DFO, shall call all meetings of the Board and its subcommittees; prepare and approve all meeting agendas; and adjourn any meeting when the DFO, or the Alternate DFO, determines adjournment to be in the public interest or required by governing regulations or DoD policies and procedures.

9. Estimated Number and Frequency of Meetings: The Board shall meet at the call of the Board's DFO, in consultation with the Chair. The estimated number of Board meetings is four per year.
10. Duration: The need for this advisory function is on a continuing basis; however, this charter is subject to renewal every two years.
11. Termination: The Board shall terminate upon completion of its mission or two years from the date this charter is filed, whichever is sooner, unless the Secretary of Defense or the Deputy Secretary of Defense extends it.
12. Membership and Designation: The Board shall be comprised of no more than 15 members appointed by the Secretary of Defense or the Deputy Secretary of Defense who are eminent authorities in the field of air power, defense, management, leadership, and academia.

The Secretary of Defense authorizes the Secretary of the Air Force to appoint the Board's Chair from among the membership approved by the Secretary of Defense or Deputy Secretary of Defense, and this authority may be further delegated in writing but no lower than to the Commander and President of the Air University.

The Board members will be appointed by the Secretary of Defense or the Deputy Secretary of Defense for a term of service of one-to-four years and their appointments will be renewed on an annual basis in accordance with DoD policies and procedures. Those members, who are not full-time or permanent part-time Federal employees, shall be appointed as experts and consultants under the authority of 5 U.S.C. § 3109 to serve as special government employee (SGE) members. The Board members who are full-time or permanent part-time Federal employees will serve as regular government employee (RGE) members. In addition, all Board members, with the exception of reimbursement for official Board-related travel and per diem, shall serve without compensation.

No member, unless authorized by the Secretary of Defense or the Deputy Secretary of Defense, may serve more than two consecutive terms of service on the Board, to include its subcommittees, or serve on more than two DoD Federal advisory committees at one time.

Each Board member is appointed to provide advice on behalf of the government on the basis of his or her best judgment without representing any particular point of view and in a manner that is free from conflict of interest.

13. Subcommittees: The DoD, when necessary and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees, task forces, or working groups

Charter  
Air University Board of Visitors

to support the Board. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Secretary of the Air Force, as the Board's sponsor.

Subcommittees shall not work independently of the Board, and shall report all their recommendations and advice solely to the Board for full deliberation and discussion. Subcommittees have no authority to make decisions on behalf of the chartered Board; nor can any subcommittee or its members update or report directly to the DoD or to any Federal officers or employees.

All subcommittee members shall be appointed in the same manner as the Board members; that is, the Secretary of Defense or the Deputy Secretary of Defense shall appoint subcommittee members to a term of service of one-to-four years with annual renewals, even if the member in question is already a Board member. Subcommittee members shall not serve more than two consecutive terms of service, without approval by the Secretary of Defense or the Deputy Secretary of Defense. Subcommittee members are appointed to provide advice on the basis of their best judgment without representing an particular point of view and in a manner that is free from conflict of interest.

Subcommittee members, if not full-time or part-time government employees, shall be appointed to serve as experts and consultants, pursuant to 5 U.S.C. § 3109, to serve as SGE members. Those individuals who are full-time or permanent part-time Federal officers or employees shall serve as RGE members, subject to annual renewals. With the exception of reimbursement for official Board-related travel and per diem, subcommittee members shall serve without compensation.

The Secretary of Defense authorizes the Secretary of the Air Force to appoint the chair of any appropriately approved subcommittees from among the subcommittee membership approved by the Secretary of Defense or the Deputy Secretary of Defense, and this authority may be further delegated in writing but no lower than to the Commander and President of the Air University.

All subcommittees operate under the provisions of FACA, the Sunshine Act, governing Federal statutes and regulations, and established DoD policies and procedures.

Currently, the DoD has approved the following permanent subcommittee to the Board:

- a. The Air Force Institute of Technology Subcommittee shall be comprised of no more than 15 members. The President of the Naval Postgraduate School shall serve as an ex-officio RGE member. The primary focus of the Subcommittee is to provide advice and recommendations to the Board concerning engineering and technology graduate programs. The estimated number and frequency of Subcommittee meetings is one per year.

14. Recordkeeping: The records of the Board and its subcommittees shall be handled according to section 2, General Records Schedule 26, and governing DoD policies and procedures.

Charter  
Air University Board of Visitors

These records shall be available for public inspection and copying, subject to the Freedom of Information Act of 1966 (5 U.S.C. § 552, as amended).

15. Filing Date: April 29, 2014